



SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 11th June 2025 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Bugg (Chair, AB,) Cllr McDonald (KM,) Cllr Sullivan (MS,) Cllr Taylor (CT,) Cllr Hughes (PH,) Cllr Allaker (SA,) Mrs Temple (Clerk,) Cllr Playle (RP) ECC, left the meeting during 0625/FC2316) and Mr Martin (BM,) who was later co-opted as a Member of SEPC during 0625/FC2312.

0625/FC2311 **Apologies for absence:** Cllr Abbott (JA) and Cllr Wright (BW) (both from BDC.)
Absent without apologies: Cllr Ashford (IA,)

0625/FC2312 **Consideration to be given to Co-option**

Mr Brian Martin has applied for co-option to SEPC. The Clerk has sent a copy of his application to all existing Members for them to consider in advance of the meeting.

Mr Martin addressed council to support his claim.

He left the room whilst the Chair called for a vote for which all Members were in favour.

A Declaration of Acceptance of Office was signed immediately and Cllr Martin was welcomed and invited to join other Members at the table and to take part in discussions. He was given a **Register of Interests** to complete before the next meeting. The **Clerk** will add him to the mailing list.

0625/FC2313 **Declarations of Interest** by Members in respect of any items on the agenda, none were offered.

0625/FC2314 **Members of the public** are given an opportunity to speak at this point, however none were present.

0625/FC2315 **Minutes of May's Annual Parish Meeting** were agreed and signed as a true record of the meeting. **Clerk's Report (incl. Matters Arising from the previous minutes:)**

- The unpleasant smell by the post box on the edge of the Co-op site has been reported to Joscelyne Chase.
- The Torii arch has been ordered with a 50% deposit paid, as agreed.
- John Bailey is to make repairs to the Daniel Way path and invoice the **Clerk** for weedkiller used.
- Following the APM the Clerk has sent Members a copy of all filled positions for 25/26. A copy was handed to Cllr Martin.
- Talk Talk contract has been upgraded. **New router** and connection on 23/6. Cost £33 + VAT pm.
- New defib pads have arrived for both units. **Cllrs McDonald and Bugg** will install, in time for the service of both on 8/7,

0625/FC2316 **Report from District/County Councillors**

Cllr Playle (ECC) made the following report:

- Chased Silver St pot holes and now repaired.
- Incinerator – deadline has passed and awaiting date for next committee meeting. Met to discuss the potential of traffic issues and will send report of meeting to the Clerk. A further meeting will be held once the incinerator is operating to ascertain the impact of traffic.
- LHP – meeting later in month. No more applications for this year.
- ECC – bus survey ongoing to ascertain customer satisfaction.

The Chair thanked Cllr Playle for his report and opened the floor to questions:

KM – Complemented RP on his letter in response to the Incinerator planning applications.

KM – factory site – the football club are under the impression that they can still go ahead with plans for the factory site. RP believes he made it clear to them that their plans were not compatible with the land owner's.

With no further questions Cllr Playle was thanked for his attendance, he left the meeting at this point

In their absence the Clerk read a report on behalf of Cllrs Abbott and Wright:

'The 27th May BDC Cabinet meeting confirmed that the new arrangements for bin collections will start on 1st June 2026. All residents will get letters this autumn saying whether they will get the 'standard' system (2 extra wheelie bins for recycling to replace clear sacks) or 'non-standard' (about 15% of households) which is generally flats and close terraces where there are space or access issues. Residents can contact BDC if they feel they have not been assessed

correctly and there will be a second letter in the spring. As the I&G Group requested, the recycling calendars will return, at least for the first year of the new scheme.

Also at the BDC Cabinet meeting, all of the POSI bids for tree planting and the heritage boards were agreed – this is really good news as now all of them can attract s106 funding, subject to criteria.

There was also an item on the village hall at the Cabinet meeting, saying the roof needs to be replaced. We asked as to what consultation there had been about that and also to ask again about solar panels – surely if the roof is to be completely replaced, it's a great opportunity. The response was yet again unhelpful, with the Cabinet member responsible, Cllr Bowers, saying about the solar panels that his response "is not a definite no".

The Rivenhall Airfield incinerator applications and linked greenhouses application have attracted a lot of publicity including Sky News and the BBC. An I&G Group motion for debate at the 2nd June BDC Full Council meeting called for BDC to oppose the latest incinerator applications and to support a bid to get the applications decided independently of ECC via a 'Call-In'. The ruling majority voted this down despite a similar motion being supported on a cross-party basis in February 2020.

The Local Plan Committee meetings to draw up the new/revised Local Plan are now in full swing. So far, relatively few village sites have been draft allocated. The Silver End and Rivenhall sites will be on 25th June. James has liaised with Cllr Ken McDonald about the process at the Local Plan Committee.

It is good to see that more substantial repairs have been carried out to the road surface in Silver Street. We reported a water leak near the hydrant on the access road from Silver Street, next to the allotments. Following a request from an existing allotment holder, we asked BDC about the current waiting list and programme for letting plots. They said it is many years long but did agree that vacant and overgrown plots needed to be tidied up and let more quickly to those waiting.

We have seen your agenda item about the condition of the Memorial Gardens pond – several residents have raised this with us and we would be pleased to assist if that is helpful.

We have asked BDC about when the CA Guide consultation will be - no response to date and also reminded them that many months ago they offered us a meeting with the factory site owners regarding their early plans for the site.

We held another Planning Update meeting in the village hall on 4th June. This was well attended and thanks go to members of Silver End PC for attending and helping. It was also good to see quite a few newer residents there, mainly to ask about the incinerator development which they are now some of the closest houses to.'

KM – mentioned that at the Planning Update a Rivenhall parish councillor suggested getting together with other parishes local to the incinerator with the hope of being collectively stronger together.

0625/FC2317 Planning Applications – agreed via email communication since the last meeting. Only objections or formal comments noted:

25/001159/FUL Valentine House Nursing Home

Alteration to windows

Objection: In contravention of Section 53 of the Town and Country Planning Act.

Clerk to clarify with BDC that the Conservation Area Guidelines should make it clear that ALL buildings fall within the CA and not simply dwellings.

Any large applications that may require further discussion

None.

Planning Applications received after agenda was set

None.

Enforcement Matters

AB reported a door in Silver Street that does not conform with conservation guidelines. BDC are already involved.

The Clerk confirmed that Cllr McDonald has been registered to speak at the Local Plan submitted sites meeting on 25/6, to represent Silver End re sites submitted in the village. Report to follow, to be forwarded to BDC.

0625/FC2318 Correspondence – not already included in the Clerk's report

Hire a Hall – Repairs to drainage at the hall – 23/6 to 11/7. Should not affect access.

MoP (via JA) – Complaint regarding the state of the Memorial Gardens pond, including a floating dead animal. This has been raised with BDC (who own the pond) and is to be discussed later in the meeting.

ECC – Bus survey launched 2/6 until 30/6. Posters have been placed on the noticeboards. Face to face surveys start on 16/6.

Transport East – Publication of Travel Behaviour Survey Report.

RCCE – Neighbourhood Plans Webinar regarding reviews and updates. 25/6, 7.30-8.30pm.

BDC – Boost Your Budget booklet developed to show extra support for those on means tested benefit and low incomes.

Miles Keeble (SEUFC) – query to KM re the potential use of S106 monies on sporting facilities at the Old Factory.

RCCE – Empowering Communities to lead local climate change. Training to take place on Wednesday 2/7, 11-3pm in Chelmsford. £25 charge for RCCE members.

Rivenhall Liaison Gp Mtg – 12/6 at 11am. Agenda sent to KM.

0625/FC2319 Reports from Silver End Councillors – Meetings/activities

AB & the Clerk attended the semi-annual meeting with BDC in the Memorial Gardens and met with an operative who had very little understanding of the area. Primarily discussed the pond. They will mend the toilet. **Clerk** to ask them to cut back the hedge on the roundabout as sight lines are affected for traffic. MS suggested SEPC take on the roundabout for a suggested 3 year rolling contract.

PH and AB – session working in the Memorial Gardens. Reported that John Bailey has made a good job of the path. Confirmed that the pond is in a poor state. Hedging by the rose garden was cut right back. SEPC's area is looking far better than BDC's. Beech hedging has partially died. MS and CT suggested digging out the soil and replacing it in the hope that it might improve the hedging. The **Clerk** was asked to make this an agenda item in November to plant more hedging and carry out work on the soil.

KM – Transport meeting – sent email out to all. Survey shortly re Digi-go buses. For new bus shelters the first port of call is the LHP but they are not taking on any new projects currently.

PH – 26/10 suggested date for Halloween event. All agreed. CT will help with printing and sweets will be purchased. AB – met with resident at the Manors and they have vacated all of their items from our garage.

Eastlight still need to repair the surround of garage – **Clerk** to chase.

100th Anniversary Meeting – items to be agreed

MS – successful meeting, discussed the April event – got people committed to activities. Honed down timings. Partially completed form by Jonathan Barker to invite HRH to the event. The Clerk asked for more detailed clarification before it can be sent. Agreed that the **Clerk** should liaise directly with Jonathan on this.

Clerk to continue organising the dates for the fields and the hall.

PH – suggested a table tennis tournament. TTT in the Park. Swiss league possibly.

PH – village trail required? MS suggested that it could be put in the programme and have a prize. **PH** will take responsibility for this.

KM – need FaceBook to start advertising the event – **Cllr Ashford, Clerk** to add 'save the date' on the bottom of letters/emails.

Next meeting 8/7. **MS** will send info to attach to reminders to the **Clerk**.

Confirmation required from Hire a Hall re hall booking.

MS – re fair – they can provide small children's rides and stalls at no cost but will give a share of the takings to SEPC. Investigating cost for larger rides for older children and adults.

CT where can we offer traction engine rides? Agreed that he can contact RP re using the factory site.

Parish Meeting for 100th agreed for 3/7.

The Chair offered thanks to all from SEPC who are attending the 100th meetings and for and for their input and hard work.

Reports to be made to ECC/BDC/Eastlight

AB – skate park fencing has been unlocked and bolts removed. **Clerk** to notify Andy Potter– ideally needs lockable bolts or welding as this is likely to happen again.

Clerk to notify Joscelyne Chase again that bollards on the site are broken.

AB has been asked by MoTP about a possible recycling centre for electrical items. Agreed that this is unlikely due to regulations in this area. PH suggested that when the semi-annual refuse truck comes that they can bring a container for electrical items. **Clerk** to investigate.

BM - quiet lane sign on Sheepcotes Lane is missing. **Clerk** to report.

AB – can we have LED lights on park entrance. **Clerk** to confirm with IA to see if this is possible.

MS - streetlight – by the garages, off Silver Street is always on. **Clerk** to report.

0625/FC2320 Finance

Payments made/to be made to be agreed and signed. Bank balances to be agreed and noted

The Clerk presented the statements and balances which were agreed and signed by the Chair of the meeting, and the Clerk as the RFO, as per appendix **0625i**, as sent to Members with the agenda. All payments to be made, detailed in this appendix, were agreed and the balances were noted.

Additional payments agreed and to be added to 0625i:

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|--|--------------|
| Stationary | max. £30.00 |
| Postage | max. £30.00 |
| Seal Calibration (2 x defib service) | max. £500.00 |
| Battery for power tools for the Mem Gdns | max. £60.00 |

The Clerk reported that she carried out the internal audit 2024/25 with the internal auditor, Mrs Greta Tew. This was originally planned for Thursday 12th June but was brought forward to Monday 9th, at the auditor's request. All items, as set out on the AGAR Form 1, were worked through and completed without issue. No comments or matters of concern were raised. The form was therefore signed off, dated 9.6.25. The Clerk will now finalise the paperwork and send the AGAR to the external auditors before the closing date of 1st July. The Exercise of Public Rights form was placed on the website, as required. Mrs Tew wished to waive her fee of £60, instead asking for it to be donated to Silver End Girl Guides – all agreed.

0625/FC2321 **S106 consultation results**

The Clerk has taken all of the replies (48 responses in total) and created a breakdown of suggestions. A copy was given to all present.

BDC S106 meeting is tomorrow at 2.30pm - speak to BDC to see what is covered from the list .

Cllr Taylor reported that he has had an electrician view the works to enable electrics for Christmas lights. He is unable to use current electrics and the total cost would be £2k, including the replacement of the consumer unit. As SEPC's portion would only cost £800 it was agreed that BDC should be responsible for the larger portion of this work. With a suggestion that upgrades of the hall are afoot it was agreed to put this on hold for now. **Agenda** item for October/November to see if there is any news on that front.

0625/FC2322 **Parish Project Plan – semi-annual review**

Clerk to update the report as requested and send through to Sam Redmond for WoSE and also place on the website. **Agenda item** for next review in December.

0625/FC2323 **Consideration to be given to replacing the noticeboard outside the thatched church**

The Clerk confirmed an initial costing of min £600-900 approx. for a board with legs. Cllr Martin will notify the Clerk if the legs are still usable.

Agenda item for July, with costings for a green, aluminium board, with or without legs, with 2 lockable boards.

0625/FC2324 **Consideration to be given to the resurrection of a waterfall and filtration system at the pond in the Memorial Gardens – S106 funding?**

MS stated that the cost of electrics could be restrictive. AB responded that there is electric to Francis Way gates but that there may not be enough power. **Clerk** to organise for someone to come out to give an idea of what needs and can be done.

AB will put the duck notice on the front of the magazine as feeding bread is still an issue. He further suggested a dispenser of duck food.

0625/FC2325 **Agenda items for the next meeting**

Full Council Meeting to be held on Wednesday 9th July.

- Resignation of Cllr Allaker
- Neighbourhood Plan

There being no further matters to discuss the Chair called the meeting to a close at 21.41pm